

## MINUTES OF MEETING, MAY 24, 2022

### Call meeting to order/adoption of agenda:-

A regular meeting of the Bonavista Town Council was held on Tuesday, May 24, 2022, at 6:05 p.m. in the Council Chambers and via teleconference. There were six members present; Deputy Mayor Reg Butler, Councillors Nicole Abbott, David Hiscock, Calvin Rolls, Lindsay Phillips, and Colleen Tinkham were present in the Chambers. CAO/Clerk Stephanie Lodge and Council Youth Representative Noah Butt were also present.

The meeting was presided over by the Deputy Mayor and opened with a prayer.

It was moved by Councillor Hiscock and seconded by Councillor Tinkham that the agenda of the meeting held on May 24, 2022, be adopted as read. Motion carried unanimously.

### Delegations/Proclamations/Presentations:- None

### Adoption of minutes:-

It was moved by Councillor Rolls and seconded by Councillor Phillips that the minutes of the meeting held on May 9, 2022, be adopted as read. Motion carried unanimously.

### Business arising from the minutes:-

-Lions Club cleanup day is rescheduled to mid June

-Road conditions – Councillor Tinkham approached Department of Highways in Clarendville to discuss the condition of the roads. She was directed to the depot in Lethbridge and it was agreed to do some repair work around OCI. There seems to be a lack of communication between government departments as the depot has not been receiving complaints. This will be addressed with MHA Craig Pardy.

-Townscape – A meeting will be scheduled in July to discuss ongoing projects and future plans. A discussion arose concerning the Public Building (plumbing, exterior, funding, project prioritization, etc.).

-Trail development – It was moved by Councillor Rolls and seconded by Councillor Hiscock to donate \$1,500 to the Bonavista Peninsula Branch Line Association towards the repair and maintenance of the trail. Motion carried unanimously.

### Committee Reports:-

#### Tourism & Culture Meeting - Presented by Councillor Tinkham (see attached minutes)

All recommendations presented in the report were agreed upon by Council. It was agreed to replace the tidy town sign with a new one.

Recreation Meeting – Presented by Councillor Abbott (see attached minutes)

All recommendations presented in the report were agreed upon by Council. The proposed rate changes for the Cabot Stadium will be discussed further at a recreation meeting.

Executive Meeting – Presented by Councillor Hiscock for Mayor Norman (see attached minutes)

All recommendations presented in the report were agreed upon by Council.

**Administrative Notes:-**

1. Meeting with MHA Craig Pardy – Meeting is set for May 25, 2022.
2. Fire Dept. Honorarium – A member questioned whether the budget was supposed to be increased when the honorarium was increased by \$5,000. It was decided to look at this during budget 2023 planning.
3. Waste management meeting summary – DEO and CAO met with representatives from the Department of Environment and Climate Change to discuss the Provincial Solid Waste Management Strategy for the Discovery Region. The proposed next step is to either reactivate the Discovery Regional Service Board to manage the waste system for the region or to bring waste management for the Discovery Region under Eastern Regional Service Board.
4. Road Upgrades – Lowest tender was J1 Contracting for \$542,052.50. Combined with Engineering costs, total commitment to date is \$578,094.17. Total approved funding was \$489,000 resulting in a project deficit of \$89,094.17. Recommendation of tender award is contingent on:
  - a. Reducing the project scope so the project can be completed within the funding limits
  - b. Council approving the additional funds to complete project as tendered

It was moved by Councillor Hiscock and seconded by Councillor Phillips to fund the project deficit of \$89,094 for Project #17-RNC-22-00013 Local Road Upgrades. Motion carried unanimously.

It was moved by Councillor Hiscock and seconded by Councillor Phillips to request an approval to borrow from the Department of Municipal and Provincial Affairs in the amount of \$118,672 which will cover the cost overrun and the remaining portion of our 1/3 share of Project #17-RNC-22-00013 Local Road Upgrades after Canada Community Building Funding in the amount of \$118,446 is received. Motion carried unanimously.

Based on an original total estimate project cost of \$1,495,980.87, \$361,807 was received from the Canada Community Building Funds. Since approved project cost was reduced to \$489,744, a reduction in funding received is required (CCBF can only contribute a maximum of 26.67% for a total of 60% federal funding).

It was moved by Councillor Hiscock and seconded by Councillor Rolls to submit a reduction in the approved amount of Canada Community Building funding from \$361,807 to \$118,446 for project number 24-2019-6887. Motion carried unanimously.

5. Seagulls on Confederation Drive – Complaints regarding residents feeding the seagulls and causing a very unhealthy, unsanitary situation for business owners and residents in the area. It was decided to place another ad on cable reminding residents to refrain from feeding wildlife and to contact the residents for which complaints have been received.

#### **Finances:-**

1. A list of bills for approval to pay was presented. A copy of this list of bills is attached. It was moved by Councillor Tinkham and seconded by Councillor Phillips that these bills in the amount of \$36,764.35 be paid. Motion carried unanimously.

#### **Permits:-**

A summary of permits was presented for information/review purposes. A discussion arose concerning a request for a food truck on the Anglican Church parking lot. Concerns such as water and sewer connection, electricity, parking were discussed.

#### **Correspondence:-**

From	Date	Regarding	Action/Resolution
AEC	May 18, 2022	Hours and reimbursement for gas expenses	It was agreed to increase the hours for AEC employees to 40 per week as in the past, and to provide the Supervisor with \$25.00 per week to help offset gas expenses incurred.
Municipal Assessment Agency	May 19, 2022	2023 assessment roll	A discussion arose concerning general commercial mil rate.

#### **Notice of Motions:- None**

#### **Councillors' Concerns:-**

Councillor Phillips's concerns:-

1. Garbage Collection didn't happen in Councillor Phillips' area last week. It was decided to check with Vardy's on this issue.
2. Roads – It was moved by Councillor Phillips and seconded by Councillor Rolls to begin work on roads immediately. Motion carried unanimously.

Councillor Tinkham's concerns:-

1. Old House on Bakeapple Marsh – It was decided that the DEO will find out what the plan is for this house.
2. Hike Discovery meeting– Councillor Tinkham provided an update of the meeting she attended.
3. O'Dea's Pond Clean up – It was stated this will be done during clean-up days and several boards need to be fixed along the boardwalk.
4. Cape Shore Trail– Councillor Tinkham requested that the RCMP let all members know that ATV's cannot go on the trail but may travel on the side of the trail where there is room.

5. Youth Representative update – Noah stated he spoke with some of his peers regarding ATV use. It was determined that a lot of youth do not know the rules regarding ATV road use. Noah questioned if Dungeon Road would be graded. It was decided to ask MHA Craig Pardy.

Deputy Mayor Butler's concerns:-

1. Fire Truck – It was stated that we are still in the spec/quote stage and due to a supply shortage with Freightliner, actual quotes cannot be obtained until materials are available and pricing is known. Estimated July 2022 for quotes.
2. Doctor situation – It was stated the Mayor has a health care meeting this week and may have more information after that.
3. Fire department 911 calls – A discussion arose regarding using the equipment carrier to transport victims. It was stated only EMT qualified members should be doing this.
4. Business signs on fences – It was stated this is not allowed unless the fence is on the property of the business. Businesses must use fingerboard signage throughout the town.

Councillor Abbott's concerns:-

1. Plan for Come Home Year – Councillor Abbott questioned if any businesses or organizations are doing anything for CHY outside of Church Street Festival. Nothing was noted.

Councillor Rolls' concerns:-

1. Traffic lights – This will be discussed at the meeting with Craig Pardy.

Councillor Hiscock's concerns:-

1. Cabin on Jones' Pond – This should not be allowed as it is on our watershed. Management will investigate.
2. Trailer on the Cape – Owner will be contacted and asked to move it as there are no permanent structures allowed.
3. Councillor Hiscock asked Councillors to consider taking his seat on the Matthew Legacy Board.

Youth Representative - Noah

1. Summer sports – Noah asked if a volunteer would be available to maintain the softball field. It was stated that our AEC employees will do this.

Since there was no further business to be discussed, it was moved by Councillor Rolls that the meeting be adjourned at 8:20 p.m.



Stephanie Lodge, CAO/Clerk

Town of Bonavista  
 Bills Presented for Approval  
 Council Meeting  
 May 24, 2022

	Vendor	Department	Description	Amount
1	The Way Family	Office other	Bereavement gift	50.00
2	Eastlink	Office	Internet	310.39
3	Xplornet	Fire	Internet	121.89
4	Matt Ryder	W/S	Travel claim - w/s courses in Clarendville	624.00
5	EMCO	W/S	Materials	3,910.00
6	Brentagg	W/S	Cylinder return	- 5,520.00
7	Dicks & Co.	Office	Supplies	87.39
8	Valmin	Fire	Cylinder hydro-test	218.50
9	Xylem	W/S	Materials	2,416.73
10	Avalon Hydraulics	Rds	Hose for loader	183.68
11	NL Power	Various	Electricity Apr/May	10,138.49
12	Dicks & Co.	Office	Supplies	75.83
13	Kirk Way	Rds	Radios	80.48
14	Modern Business Equipment	Office	Equipment lease	442.75
15	Lodge's Plumbing & Electrical	W/S	Parts	56.28
16	Brentagg	W/S	Chlorine, Cylinder	9,990.53
17	Pharmachoice	Museum	Kitchen supplies	106.92
18	JT Swyers	Rds, W/S	Supplies	2,190.66
19	Bonavista Cabs	Rds/fire	Deliveries	46.00
20	Gov't NL	Office other	Lease	1.15
21	NL Breathing Air Inc	Fire	Air test, labour, supplies	850.73
22	R&J Advertising	Museum	Museum positions	61.00
23	R&J Advertising	Office other	Volunteer week thanks	25.00
24	EMCO	W/S	Materials	6,736.07
25	Telus	Office other	Cell Phones	1,010.33
26	Xylem	W/S	Materials	14.95
27	Xylem	W/S	Materials	2,097.60
28	Orkin	Office other	Orkin Aire	20.70
29	Valmin	Fire	Tests	416.30

**36,764.35**

## TOURISM & CULTURE COMMITTEE

### MINUTES OF MEETING

MAY 12, 2022

A meeting of the Bonavista Tourism and Culture Committee was held on Thursday, May 12, 2022, at 3:40 p.m. in the Council Chambers. Councillors Nicole Abbott and Colleen Tinkham were in attendance. Mayor John Norman joined the meeting by telephone. Also present at the meeting was Crystal Fudge, Economic, Cultural and Heritage Officer (ECHO) and Stephanie Lodge, CAO/Clerk.

Councillor Tinkham called the meeting to order.

**Public Washrooms** – ACOA will not approve public washrooms. Mayor Norman discussed relocating the museum which would allow space for public washrooms among other benefits such as season extension, funding opportunities, additional space, more control over operations, etc.

*RECOMMENDATION: ECHO to explore locations and prepare a long-term plan for relocation of the museum.*

**Rediscover Main Street Funding** – \$82,000 project application has been submitted and included town maps, highway signage, and information for a visitor guide app. The Town would contribute labour.

**Business signage** – There is a need for more fingerboard signs around town. Various businesses and locations were discussed.

**CHY 2022/Church Street Festival** – Received \$15,000 grant for CSF. Discussed various events and the festival brochure.

**Community Clean-up** – Baynet and Lion's Club are hosting events May 27-31. A discussion arose regarding keeping the town tidy for tourists but also for residents which will create pride in the community.

**Visitor Information Office** – The visitor office will be open this year. Students will go for a walking tour with ECHO before they start as part of their training.

**Garrick Opening** – The Garrick is planning to open for movies next weekend. Summer series is planned to start in June.

**Tidy Town** – Tidy Town sign outside Town Hall is old and faded. It was agreed that this sign should be removed and replaced.

A discussion arose concerning the importance of tourism for our community and how it impacts the stability and economic growth of Bonavista.

Since there was no further business to discuss, the meeting adjourned at 4:45 p.m.



## EXECUTIVE COMMITTEE

### MINUTES OF MEETING

**MAY 20, 2022**

A meeting of the Bonavista Town Council Executive Committee was held on Friday, May 20, 2022, at 1:08 p.m. in the Council Chambers. Mayor John Norman joined the meeting by telephone and Councillor Hiscock was present in the Chambers. Also present at the meeting was Stephanie Lodge, CAO/Clerk and Crystal Fudge, ECHO.

Mayor Norman called the meeting to order.

The following items were discussed, and recommendations were made to present to Council as a whole:

**Permit Application Mockbeggar Road** – A permit application was received to build an addition onto an existing shed/seaside cottage on Mockbeggar Road. This property will then be used as a home. Water and sewer connection will be the responsibility of the homeowner. ECHO discussed the concerns of the Heritage Advisory Committee regarding the preservation of the heritage area and setting a precedent for future development in the area. It was noted that regulations have been drafted by the Heritage Advisory Committee and should be ready for Council's review for the next regular meeting.

*Recommendation:* Approve the permit with stipulations that the addition must match the existing building (narrow clapboard, wood trim around windows, etc.) and be considerate of the surrounding historical neighbourhood.

A discussion arose concerning the new Municipal Plan (2025). It was stated that work should begin on this as soon as possible as it is a lengthy process. Key ideas and text can be discussed this year. Expansion of heritage districts into core downtown Bonavista was discussed.

Since there was no further business to be discussed, the meeting adjourned at 1:30 p.m.

## RECREATION COMMITTEE

### MINUTES OF MEETING

MAY 18, 2022

A meeting of the Bonavista Town Council Recreation Committee was held on Wednesday, May 18, 2022, at 3:00 p.m. in the Council Chambers. Deputy Mayor Butler, Councillor Abbott and Councillor Tinkham were in attendance. Mayor Norman joined the meeting by telephone. Also present at the meeting was Stephanie Lodge, CAO/Clerk, and Lloyd Stagg, Recreation Director.

Councillor Abbott called the meeting to order at 3:05p.m.

**Ball Hockey** – There will be ball hockey at the stadium beginning today until June 22 for U7, U9 and U11 divisions.

**Summer Sports** – Councillor Abbott stated she is working on the soccer program which will likely be offered to students up to grade 6. Councillor Abbott will meet with the recreation sub-committee to help organize the softball program. Volunteers are needed. A discussion arose concerning using summer students to help with both programs. The Recreation Director stated he will draft a schedule once we have final numbers/groups.

**Summer Students** – Recreation Committee and a member of management will conduct interviews. Need to ensure the ad is placed on cable and facebook.

**Playground equipment and picnic tables** – Need to be assembled and installed. It was suggested to place the old playground picnic tables along walking trails.

**Stadium** – The Recreation Director is working on funding opportunities for compressors and rink boards at the stadium. A discussion arose concerning the cost of the stadium. The Recreation Director explained that pre-COVID, the stadium was mainly self-sufficient. Government inspections/requirements also create additional expenses. The Recreation Director will bring forth a revised rate schedule for 2022/23 stadium/ice rentals at the next meeting for consideration. He also stated there seems to be interest for a 4-team hockey league in Bonavista.

RECOMMENDATION: (a) Discuss funding with MHA Craig Pardy. (b) To consider a new rate schedule for the Cabot Stadium.

**ACOA funding update** – A revised budget was submitted but ACOA has not responded with any additional questions or information on the proposal.

**Damage to cage on softball field** – A video was sent to the RCMP of reckless driving behind the stadium which led to damages. RCMP has stated there is enough evidence to press charges. This led to a discussion regarding damages to the soccer field and the Hedley Butler Memorial Grounds from ATV's. It was stated there is galvanized fencing at the dump that may be able to be used around the field to prevent unauthorized access.



RECOMMENDATION: (a) To advise the RCMP to proceed with the investigation and request restitution for the damages. (b) To look into placing security cameras around our yard, on the soccer/softball field and the Hedley Butler Memorial Grounds. (c) to erect the fencing from the dump so it can be re-used.

### **Councillor Concerns**

Councillor Abbott – Councillor Abbott discussed the love of outdoor ball hockey amongst youth in the community. She mentioned Port Rexton has a new outdoor ball hockey rink. A discussion arose concerning locations, cost and interest. The basketball court is not an option as there were several complaints from neighbouring residents, therefore ball hockey is no longer permitted on that court.

Mayor Norman: Mayor Norman discussed the idea of a pump track. Labrador City has one in their recreation area. It is a 3D track that runs a loop that has hills and turns to be used by bikes, scooters, skateboards, and rollerblades.

RECOMMENDATION: The Recreation Director to explore this idea further.

Councillor Tinkham – Councillor Tinkham questioned if there was any update on the pool. It was stated that funding is not available for feasibility studies and will be a costly project. Councillor Tinkham suggested a regionalized pool which would make the project more feasible.

RECOMMENDATION: The Recreation Director to reach out to neighbouring communities in the area and explore this idea further.

Since there were no further items to discuss, the meeting adjourned at 4:05